

KENTUCKY RESIDENT AGENT'S GUIDE RELATIVE FAILURE TO COMPLY WITH CONTINUING EDUCATION

Can you explain why I lost my agent license or certain lines of authority because I did not complete my continuing education requirements?

All individual resident agents are subject to continuing education for every major line of authority: life, health, property, casualty, variable life and variable annuity, and personal lines. The following limited lines of authority are **EXEMPT**: credit, crop, surety and travel as identified in KRS 304.9-230.

The continuing education requirement of 24 hours for each continuing education biennium must be completed by the last day of the birth month, odd or even numbered years, depending on the year you were born. At least 6 hours must be directly related to one or more of the agent's active lines of authority and 3 hours must be in ethics.

Only courses approved by the Kentucky Department of Insurance or from the Midwest Zone will be accepted as approved credit hours.

- A course may only be credited ONE TIME during the compliance period.

The agent's lines of authority requiring continuing education automatically terminate if the agent fails to

- Complete the continuing education requirements by the deadline.
- Verify all CE credits have been reported to the Department of Insurance within 60 days of the last day of the birth month, odd or even year depending on the birth year.
- It is the responsibility of the AGENT to verify all CE courses have been reported to DOI.

If the agent has no remaining lines of authority, the license will terminate and the agent must return the license certificate to the Department of Insurance without demand.

If the agent has one or more limited lines of authority (credit, crop, motor vehicle physical damage, surety, and travel), the license will not terminate. However, the agent must return the license certificate to the Department of Insurance so the Department can reissue the license certificate listing active limited lines of authority.

If an agent's license or line of authority terminates for failure to meet continuing education requirements, the agent has up to **one year** from the date of termination to complete and file the delinquent hours, and complete all license reinstatement requirements, without re-testing.

I have lost my agent license with all lines of authority. How can I get my agent license reissued?

You need to:

- Find out exactly how many hours you still need (this information is available at <http://insurance.ky.gov>).

- Complete the delinquent hours meeting the requirements for 24 total hours, with 6 hours in one or more active lines of authority, and 3 hours in ethics.
- ❑ Confirm that the continuing education course provider files your Certificate of Completion with the Department of Insurance. You may confirm CE credits on file with DOI at <http://insurance.ky.gov>.
- ❑ Request an Administrative Office of the Courts (AOC) criminal background check for a fee of \$15 at: <http://courts.ky.gov/aoc/AOCFastCheck.htm>.
- ❑ Submit application at www.nipr.com, “resident initial license application”.
- ❑ If applicable, provide proof of legal liability by contacting your Insurer who provides E&O Liability policy or Surety Bond. Minimum requirements are \$20,000 per occurrence and \$100,000 annual aggregate through one of the following:
 - Errors & Omissions policy on **Form 99-1**
 - Letter of Credit on **Form 99-2**
 - Surety Bond or Cash Surety Bond on **Form 99-3 or**
 - Insurer’s assumption of legal liability on **Form 99-4 or Form 99-6**
- ❑ Upon reinstatement of insurance license, contact each Insurer to request re-appointment. Insurers submit appointments electronically through their Vendor or NIPR.

Upon reinstatement of your license, you will be issued a new license certificate, and you may resume your agent activities. Until your agent license is reissued, you cannot engage in any agent activity.

I still have my agent license, but I have lost my major lines of authority. How can I get these lines of authority back?

See step by step instructions above.